

# **0665 - Health Services Permit Agency**

**Interim Progress Report  
for the reporting period July 1, 2003 - December 31, 2003**

## **Section I. Agency Update and Assessment**

**1. Emerging Issues at the Federal (National) or State level affecting the agency.**

None

**2. Status of any new initiatives funded from General Revenue or General Improvement funds in the 2003 Legislative Sessions and other changes made through General Legislation.**

None

**3. Discuss significant factors internal and external to the agency affecting agency performance.**

The DD Council is mandated to engage in systemic change which is dependent upon coordination and cooperation from various state agencies that provide services and support to persons with developmental disabilities.

**4. Provide comments on the usefulness and reliability of performance measures.**

Performance measures provide direction and assist in keeping agency activities on target.

**5. Discuss significant uses of line item flexibility in this report period (agencies operating under Performance-Based Appropriations only).**

None

**Program 1:** Permit of Approval

**Goal 1:** To issue Permits of Approval for Nursing Homes, Residential Care Facilities, Home Health and Hospice Agencies, Psychiatric Residential Care Facilities, Intermediate Care Facilities for the Mentally Retarded and Assisted Living Facilities, in a timely and efficient manner.

**Objective 1:** Decisions on applications will be made and published within 90 days of the application deadline.

<u>Measure Number</u>	<u>Performance Indicators</u>	<u>Annual Target</u>	<u>Actual YTD</u>	<u>Comments</u>
1	Percentage of applications processed	100%	100%	
2	Number of annual site visits to Permit of Approval recipients	5	0	*Two site visits were completed on 1/15/04, and two on 1/13/04.
3	Number of updated bed need books published per year	4	2	**The third update was completed in Jan. They are updated quarterly.

**Comments on performance matters related to Objective 1:**

\*There were 4 site visits completed in January and 3 more will be completed by year-end.

\*\*The bed need books are updated each quarter and the agency will continue to publish this book on a quarterly basis.

**Program 2:** Developmental Disabilities Council

**Goal 1:** To administer the Developmental Disabilities Assistance and Bill of Rights for the state ensuring compliance with federal legislation and regulation.

**Objective 1:** Compile DD Council state plan for advocacy, planning and implementation in accordance with DDC Act requirements.

Measure <u>Number</u>	<u>Performance Indicators</u>	<u>Annual Target</u>	<u>Actual YTD</u>	<u>Comments</u>
1	Number of persons with disabilities who participate in community activities	150	70	*See comment below
2	Number of persons trained via DDC training activities	450	540	**See comment below

**Comments on performance matters related to Objective 1:**

\*Additional community meetings and training is scheduled by state fiscal year end. Six informational meetings are scheduled in three sites during February and we anticipate at least 50 individuals attending the meetings.

\*\*On going training for 30 parents is scheduled monthly thru June 2004. Approximately 540 individuals attended the fall conference in September 2003.

**Program 2:** Developmental Disabilities Council

**Goal 1:** To administer the Developmental Disabilities Assistance and Bill of Rights for the state ensuring compliance with federal legislation and regulation.

**Objective 2:** Manage the Council's sub-grant program to fund the demonstration of new approaches to serve individuals with developmental disabilities to create systemic change.

## Measure

<u>Number</u>	<u>Performance Indicators</u>	<u>Annual Target</u>	<u>Actual YTD</u>	<u>Comments</u>
1	Number of community based grants to support innovative service delivery.	5	4	*See comment below

**Comments on performance matters related to Objective 2:**

\*The DD Council advertised 'request for proposals' under employment transportation, and self-determination. However, we received only one application under transportation which the review committee did not feel met the intent of the RFP, therefore a grant under this category was not funded. The Council expects to advertise additional RFP's by end of this state fiscal year.